



City of Muncie – Clerks Office
300 N High Street Muncie, IN 47305
Telephone: 765-747-4831

Street Closure Application

Signature Approval:

Muncie Police Chief	Muncie Fire Chief	BSU Campus Police Chief	Cardinal Greenway
Date	Date	Date	Date

Applicant is responsible for Notifying/Updating Emergency Personnel
Non-Emergency Police Dispatch 765-747-4838 [] or Fax # 765-747-4775 []
Muncie Indiana Transit System 765-282-2762 Admin. 3 Kyle or Sherry [] or Fax # 765-287-2390 []
Muncie Community Schools [] 765- 747-5211

Company Name:

Applicant's Name: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code** _____

Office Phone: [] _____ **Cell Phone:** [] _____

Email Address: _____

Date of St. Closing: _____ **End date:** _____

Rain Date: _____ **End date:** _____

Time of Street Closing: _____

Duration of Time (if road will only be closed for certain hours): _____

Reason for Closing Street(s) _____

Location or Property Address: _____



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STREET CLOSING SECTION; street(s) to be closed:

_____ from _____ to _____
_____ from _____ to _____
_____ from _____ to _____
_____ from _____ to _____
_____ from _____ to _____
_____ from _____ to _____

Submit Traffic Control Plan (we follow the Indiana Manual on Uniform IMUTCD) on a Separate Sheet of Paper

You must appear in person or a designated representative at the meeting of the Board of Public Works and Public Safety before the request will be approved.

UNLESS THIS IS AN EMERGENCY CLOSURE SUCH AS A BUSTED WATER MAIN ECT.

Certificate of Insurance: _____

**Application Fee: \$20.00 due at submission to the Board of Public Works and Safety
Acceptance of Cash or Check (Make check payable to the CITY OF MUNCIE)**

Paid in Full ☐ Yes
☐ No

Right-of-Way Use Permit No. _____
Receipt No. _____

Board of Public Works & Safety

Approval Date: _____, 20____.

Ted Baker, President

Lola Mauer, Vice-President

Date Denied: _____, 20____.

Linda Gregory, Secretary